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25 SEP 1974

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MEMORANDUM FOR: Chief, Plans Staff, DDO
Chief, Plans Staff, DDA
Comptroller, DDS&T
Chief, Management Staff, DDI

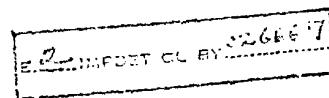
SUBJECT: Change in Personnel Control and Reporting
Procedures under the Single Ceiling

1. Attached for your information is a background paper prepared for use by this Office in briefing Jim Oliver, our OMB examiner, on the changes we are making in our personnel accounting and reporting procedures. It is suggested that the attached paper be circulated within your directorate, particularly to those senior officers who may have occasion to meet with Mr. Oliver during hearings on the FY 1976 Budget. Your component support and personnel officers might also find the paper of value.

2. While it is possible that OMB might resist some of the planned changes, we are confident that persuasive argumentation can be offered to support our approach. In any case, the attached paper outlines the single ceiling posture we intend to pursue, and it is essential that we speak with a single voice in discussing the issue with Jim Oliver.


3. The Office of Personnel currently is addressing the problem of modifying the Agency's internal coding and reporting systems consistent with the full-time permanent single ceiling approach described. As soon as practical, codes will be devised to facilitate charges for part-time and other non-ceiling personnel to the proper sub-object classes and existing reports will be changed to reflect the number of employees in each of the categories described in the attached. We can expect some imperfection in reports during the conversion process, but it is hoped that well

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before the end of the current fiscal year necessary modifications will have been made in all personnel status reports.

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JOHN D. IAMS
Comptroller

Attachment:
As Stated

cc: AO/DCI
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